



DEPARTMENT OF  
**COMMUNITY  
SERVICES**

**Special Notice**

LIHEAP is a federally funded program that provides financial assistance to eligible households to offset heating costs. Funding for the Subsidy Phase looks to be comparable to past years but funding for the LIHEAP Crisis Phase, beginning in January 2015, might be substantially less than what was available the last few years. Louisville Metro Community Action Partnership encourages you to plan now by seeking other resources such as information on making your home more energy efficient or attend a free workshop on how to budget and save for the future.

For more information about these resources, visit our website at [www.louisvilleky.gov/csr/Community+Services](http://www.louisvilleky.gov/csr/Community+Services) or call CAP at 574-1157 (TDD available at MetroCall, 574-5000); the Kentucky Association for Community Action (KACA) at 1-800-456-3452.

**Louisville Metro  
Community Action Partnership  
Low Income Home  
Energy Assistance Program  
(LIHEAP)**



**Subsidy Phase**

**November 3, 2014  
through  
December 11, 2014**

## LIHEAP Application Process

The Low Income Home Energy Assistance Program (LIHEAP) provides financial assistance to help citizens pay utility bills. The Subsidy Phase begins November 3, 2014 for Jefferson County residents who meet the established income listed below (within 130% of the federal poverty guidelines). Residents can apply for the Subsidy Phase regardless of the status of their utility bills.

### **What do you need to do apply?**

- ☐ Schedule an appointment at one of the three CAP locations
- ☐ Your most recent heating bill or verification from your landlord that the heating expenses are included in your rent (i.e. lease agreement)
- ☐ Social Security Card(s) or official documentation with social security numbers or Permanent Resident Card Number(s) for *everyone* living in your household
- ☐ Proof of your household's income for the preceding month or proof of \$0 Income (Food Stamp Award letter, Zero Income form, etc.). All individuals 18 or over in the household with no income must have a Proof of No Income form completed prior to applying for benefits. (Available at the CAP office at 810 Barret or at [www.louisvilleky.gov/cap](http://www.louisvilleky.gov/cap).)
- ☐ Picture ID for head of household. (If available)

### **2014 Federal Poverty Guidelines**

130% Federal Level

<b>Persons In Household</b>	<b>Maximum Gross Monthly Income</b>
1	\$1,264.00
2	\$1,704.00
3	\$2,144.00
4	\$2,584.00
5	\$3,024.00
6	\$3,463.00
7	\$3,903.00
8	\$4,343.00
Each Additional Person	Add \$440.00

## LIHEAP Appointment Process

To schedule an appointment, you need to visit one of the locations listed below and bring 1) your current heating bill or landlord statement if utilities are included in your rent, and 2) a photo ID.

**Appointments will be issued, in person, at the CAP Central Office only at 810 Barret Avenue on October 30, 2014 between 7:00 am—4:00 pm and on October 31, 2014 between 7:00 am—1:00pm.**

**Starting November 3, 2014** appointments will be scheduled at all three CAP offices from 8 am to 1 pm, based on appointment availability. (The East Office is closed for LIHEAP on Fridays).

**Central Office**      Urban Government Center  
810 Barret Avenue, Room 127, 40204  
502-574-1157

**East Office**      Newburg Community Center  
4810 Exeter Avenue, 40218  
502-574-1270  
**THIS OFFICE IS CLOSED FOR LIHEAP ON FRIDAYS**

**South Office**      Southwest Government Center  
7219 Dixie Highway, 40258  
502-574-1272

(All offices will be closed November 27 and November 28, 2014.)

Individuals who are unable to apply for this program in person may send a representative on their behalf. Simply provide the representative with a hand-written note, dated and signed from the applicant, giving them permission to handle their application for services. The representative will also need to provide their photo ID matching the name specified on the applicant's note, along with the applicant's photo ID, as well as the required documentation that is required to apply for the services/programs.